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IMSS/045

Office of Logistics**Staff Meeting****n o t e s**

Listed below are
topics of interest for
the week of 19 Oct 1987.

23 October 1987

1. The Office of Logistics (OL) is pleased to welcome its newest employees, [redacted], both of whom are assigned to the Supply Division. [redacted]

2. [redacted] Freight Traffic Clerks, [redacted] were each presented with a Special Achievement award on 16 October 1987 for their outstanding performances. These individuals are responsible for preparing Government Bills of Lading, labels, associated paperwork for shipments of all domestic cargo, and for the shipment of pouches and parcel post to [redacted]

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[redacted] Their responsiveness and willingness to meet the workload demands are a demonstration of their dedication, their loyalty, and their commitment to meet the Agency's missions and goals.

3. Congratulations to [redacted], Real Estate and Construction Division, on her promotion to IS-02 on 14 October. [redacted]

4. This year's OL Planning Conference was held at an off-site location on 21 and 22 October. This annual conference is attended by senior logistics managers and the OL Planning Officer. Topics included the establishment of Directorate and Office objectives as well as projects and studies to be undertaken in FY 88. Also discussed were New Initiatives for FY 90 and 91 which will be forwarded to the DDA and Comptroller for inclusion in the Agency's budgetary submissions. Other topics included Office-wide strategies for FY 88 monetary and personnel resources. An evening session featured presentations by [redacted] Deputy Chief, Facilities Management Division, on the Integrated Logistics Support Plan; [redacted] Chief, Headquarters Consolidated Staff, on the Original Headquarters backfill; and [redacted] Deputy Chief, New Building Project Office, on the New Headquarters Building construction. [redacted]

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OL Staff Notes - 23 October 1987

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8. On 19 October, RECD officers received a briefing from representatives [] developers of the [] regarding their recently completed master plan concept for the future development of the remainder of the [] Complex. Their concept reflects a blending of a developer's concerns for long-term marketing of the complex and for compatibility with adjoining properties and existing site conditions. Although [] was not privy to detailed Agency requirements during their development of the master plan, some basic Agency concepts were conveyed to [] during the planning process and were incorporated into the plan.

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On 20 October, representatives from RECD and [] met to tour Buildings []. The focus of the tour was on how [] might ensure the best facilities support possible.

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9. On 24 and 25 October, the Bid Package 2 contractor removed a section of sidewalk and widen the visitor processing lane at the Route 123 Visitor Control Center. The scheduling of this work has been coordinated with Headquarters Security Division, OS (HSD). HSD requested that this modification be done to improve the processing of visitors into the Headquarters Compound. []

Attachments

- A. One Individual Can Make a Difference
- B. Item of Interest from IMSS

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ATTACHMENT A

***** ONE INDIVIDUAL CAN MAKE A DIFFERENCE *****

The Director of Logistics extends a sincere "well done" to the following employees who, by their outstanding performance, have not only received acknowledgment from OL customers but have helped to enhance the "can do" image of our office:

25X1 The Printing and Photography Division was commended in a
letter of appreciation, dated 16 October 1987, from Philip
25X1 [redacted] Acting Chief, East Asia (EA) Division, for their fine
printing support for the recent East Asia Chief of Station
Conference. [redacted] stated the professional support EA
received was exemplified by the rapid turnaround on printing
requests and fine attention to detail which was maintained,
despite rapid-changing requirements.

25X1 [redacted] Contracting Officer, Contracts and
Procurement Staff, OSO, was commended in a letter of
25X1 appreciation from [redacted] Chief, Systems Support
Center, OG/OSO, for her support during the past year. During
this time, Linda worked closely with the Contracting Officer's
Technical Representative, putting considerable time and effort
into the preparation of the contract, resulting in a \$500,000
savings to the Government. Another effort involved a \$5,000
25X1 savings. [redacted] stated that Linda's efforts in support of
25X1 OSO's mission are greatly appreciated. [redacted]

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25X1 The ADP and Engineering Branch, PD, was recognized in a
25X1 letter of appreciation, dated 8 October 1987, from [redacted]
25X1 [redacted] Director of Information Resources, for the excellent
25X1 support throughout the acquisition process leading to the
25X1 recent purchase of a Cray Research XMP/24 supercomputer
25X1 system. [redacted] stated that [redacted] Contracting
25X1 Officer in ADP, is also to be commended for her outstanding
25X1 performance in ensuring the timely award of this contract.
25X1 [redacted] outstanding performance is a credit to OL and the
25X1 Agency. [redacted]

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ADM1 ~~STRATIVE~~ INTERNAL USE ONLY

ATTACHMENT B

ITEM OF INTEREST
INFORMATION AND MANAGEMENT SUPPORT STAFF

FIELD COMPUTER SYSTEM

(FCS)

What is it?? Who is it for?? What will it do??

These are questions that Logisticians might ask about the Field Computer System if they have not been associated with its development.

Here are some brief answers to these questions, as well as some history and plans for FCS.

- A. FCS is designed as an expendable property inventory system to be used in an unclassified environment by staff employees, as well as local employees at domestic and foreign locations.
- B. FCS is an OL development effort to support the Office of Communications (OC), Area Headquarters Logistics Facilities.
- C. FCS will replace materiel record cards and provide inventory control of expendable materiel by the use of a minicomputer system.
- D. FCS can be used to control accountable property by the use of control numbers, rather than names, and approval of an appropriate security plan by the Office of Security.

OC indicated there were requirements to provide some automation to their Area Headquarters around the world. Logistics officers at these overseas locations were asking why they did not have access to microcomputer support in their daily activities. From these basic requirements, the Field Computer System was developed. Hardware selection for FCS was dictated by several concerns beyond the control of the OL developers. Acceptable hardware was finally selected and FCS was designed to run on a Digital Equipment Corporation, (DEC) Micro-Vax II Computer.

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ADMINISTRATIVE - INTERNAL USE ONLY

The decision was made to take advantage of an Agency inventory control software package already in production. The software selected was the Logistics Automated Data System-III, (LADS-III) developed by a DS&T component to run on a Wang VS-100 mainframe computer system.

The FCS DEC Micro-Vax II has a 205 megabyte hard disk which is removable (as mandated by the Office of Security) and can be supported by OC techs at the overseas locations. The FCS configured system will support three user terminals, a laser printer, a dot matrix slave printer and has a cartridge tape drive for program load/backup.

The LADS-III inventory software had to be converted from its existing Wang COBOL software language to DEC COBOL to run on the Micro-Vax II minicomputer hardware. OL elected to have this software conversion undertaken by an outside vendor. A contract was negotiated with [REDACTED], the developer of LADS-III for the conversion effort. Conversion did not proceed as smoothly as we would have liked, but GE has finally completed the project.

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To obtain the views of the intended customers of the FCS, Logistic Officers from the five OC Area Headquarters were invited TDY to Headquarters for briefings by GE and OL personnel, as well as hands-on experience with the hardware/software system. During exchanges with the field Logistics Officers, several suggested addenda for FCS were discussed. These addenda were developed into a formal list and a follow-on contract was negotiated for their inclusion into the FCS. Programming of the addenda is now under way and should be completed in three work weeks.

All OC Area Headquarters have been alerted by cable regarding the physical installation requirements for the Micro-Vax II hardware and have acknowledged their ability to have their individual sites prepared in a timely manner. The first deployment of the FCS is scheduled for mid-November 1987 at an OC domestic location, with the other four installations scheduled to take place over the following six months.

As designed, the FCS software can be used by other Agency components that have inventory control applications. This system has already been demonstrated to some interested Agency components, and OL will make the software available on request. The FCS software will execute on the Digital Equipment Corporation VAX family of equipment according to the contractor who did the conversion. Inquiries on the FCS software should be directed to OL/IMSS/Technical Group [REDACTED] black.

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